Secta. El-27—100,000—31-6-48.

FOOD (195 49) Department.

S SERIES.

G.O. No. 320

820

Dated 25-3-1949

[Despatch Abstract.]

Establishment - Procurement and Rationing - Bellary District - Addition of lower division clerk for the office of the District Supply Office. Employment - Sanctioned.

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Board of Revenue(civil supplies).

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Subject.

ESTABLISHMENT - Procurement and Rationing - Bellry - District - Office of the District Supply Officer, Bellary, Additional Lower Division Clerk - Employment - Sanction - Requested.

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Copy of letter Rc.No.7371/49-N7 dated 16-7-1949 from the Collector of Bellary, to the Secretary to the Commissioner of Civil Supplies, Madras.

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Sub: Establishment - Bellary district - office of the District Supply Officer - Bellary additional staff - employment requested.
Ref: Board's Ref.No.FII-75798/49-1 dated 13-6-1949 and E.R. dated 11-7-1949 (CS)

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The statistics called for by the Board in its reference cited are enclosed in original.

I feel, that the need for an additional lower division clerk for work in the District Supply Officers' branch is essential The work in his branch has increased as can be seen from his report. Since there is no likelihood of the work decreasing in the near future in his branch, I request that the Board may be pleased to address the Government for sanction of an additional lower Division Clerk at a very early date. The office of the District Supply Officer is now treated as part of the Collector's office but still, there is the need for the additional clerk.

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/True Copy/

Copy of letter C.No.881/49 dated dated 13-7-1949 from the District Supply Officer, Bellary, to the Collector of Bellary (Copied to the Board).

Sub: Establishment - Bellary District - Office of the District Supply Officer, Bellary, Additional staff - Employment - Sanction - Statistics - Particulars furnished.
Ref: Collector's Ref.C.7371/49-N.7 dated 22-6-1949.

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There is one Upper Division Clerk and one Steno-typist in this office. There is actually no Stenotypist now. There is only a typist working now. The upper division clerk attends to the entire correspondence of this office, i.e., correspondence relating to statutory Rationing, Rural Rationing, Procurement work Public Servants ~~and~~ ~~xxxxxx~~ ~~xx~~ relating to Statutory Rationing, Pay bills, Travelling Allowance Bills, contengencies and control of expenditure. The steno-typist attends to typing, despatching and prepares Inspection Notes of Rationing Officers and is also in charge of records. He follows the District Supply Officer to camp, as a camp clerk.

The number of papers received for the past 6 months are furnished below:-

Name of the month.	Current Numbers as per Personal Register.	Cirrent numbers as Per Office Register.	Total.
January 1949.	148	30	178
February	182	45	227
March	147	30	177
April	~~XX~~97	19	126
May	123	33	156
June	129	29	158
Total.	826	186	1012
Average.	137	31	168

Besides the average number of currents of 168 per month,

for one clerk 15 periodicals are to be attended to i.e. 2 fortnightly 8 monthly 3 quarterly and 2 Annually.

3.The current numbers have abnormally increased owing to the fact that the single clerk has been attending to papers connected with procurement and Rural Rationing of the whole district, besides papers relating to the Three Statutory Rationing areas, as a result of which, even the Upper Division clerk is finding it very difficult to cope up with the increased work.

4.In view of the above circumstances, I submit that at least one lower division clerk is quite essential, to this Office to ensure promptness and efficiency in work, and the Board addressed for immediate sanction of the post. Though the District Supply Officer's office has since been merged with the Collector's office, the sanction of additional clerk is necessary.

/True Copy/

Sd...
Superintendent.

/True Copy/

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GOVERNMENT OF MADRAS.

ABSTRACT.

ESTABLISHMENT - Procurement and Rationing - Bellary district - Additional lower division clerk for office of the District Supply Officer Employment - Sanctioned.

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820 FOOD AND AGRICULTURE DEPARTMENT.

G.O.Ms.No.XXXX.Food. Dated 25-8-49

Read:-

G.O.Ms.No.1170 Food dated 27-10-47.
Memo.No.5467E/48-2 Food d/ 16-2-48.
G.O.Ms.561 Food d/ 4-7-1949.
From the Bd.of Revenue(CS)Ref.No.FII 75798,d/10-8-49.
49-3 (CS).

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ORDER:

In the circumstances reported by the Board of Revenue (Civil Supplies) His Excellency the Governor of Madras sanctions the employment from the date of appointment to 31-3-50, or till the necessity for his employment ceases, whichever is earlier, of a lower division clerk on Rs.45-90 p.m. for work in the office of the District Supply Officer, Bellary.

2. The expenditure should be debited to "63- Extraordinary charges - a.charges in India - D.Establishment for Price control - 1.Board of Revenue (CS)"

Sd... 21-8-1949.

To
The Board of Revenue (Civil Supplies).
The Board of Revenue (Accounts Branch).
The Accountant General thro' Finance.
The Collector, Bellary.

/True Copy/

OFFICE ASSISTANT.

KP/26/9/-. MADRAS | RECORD OFFICE.

30/9.

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